

Richmond Public Library Board Meeting
Wednesday, September 7, 2022
City Office

Kayla Robinson called the meeting to order at 6:05 pm. Board members present were Lora Smith, Holly Karren, Kayla Robison, Melissa Larsen, Richard Carlson, Colin Misrasi, Annie Griffiths, Fran Schumann, Tori Fischer, Wayne Henderson, and Wyman Satchel.

Minutes read by Richard Carlson. Seconded and approved.

Holly Jo Karren (City Representative) Party this Friday. Law enforcement and police dogs will be there. Community center will be open by end of Sept. from 9 to 3. Got great deal. Brought pool table, foos ball, etc. Amber Irvin will be doing scheduling. RCYC may want to combine with us.

Board Member Reports:
Kayla Robison (Chairperson)

Lora Smith (Summer Reading) Do everything earlier this year.

Lora Smith (Director's Report) We have a new preschool teacher (Lara Smith) after-school once a month. Possibly attend a city council meeting as a library board. Will let us know when this will work. We will have our dinner in November or December. Bench should be installed in October. In Sept the library will closing for a couple of days for staff work days and staff development.

Lora read comments from library patron. Very favorable.

Richard Carlson will make a flyer for Home Delivery and Physically handicapped.

Reviewed Library Survey: See attachment

Reviewed Strategic Plan: See attachment.

This is a living document. We gathered community input for the strategic plan from our yearly survey.


Revised Mission statement for website

Decided not to include a value statement.

Assigned to bring suggestions for the Strategic Plan to the November meeting.

Adjourned at 7:30 then took a tour of the Senior/community center.

Next Meeting: November 2, 2022



Nov 2, 2022

Richmond Public Library Survey 2022

114 responses

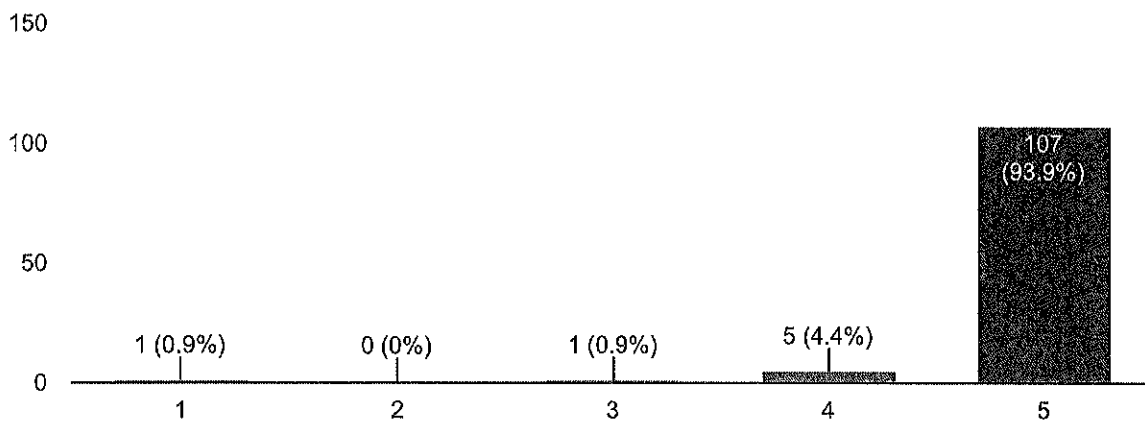
Publish analytics

Rate The Richmond Public Library on the following items:

Customer Service

 Copy

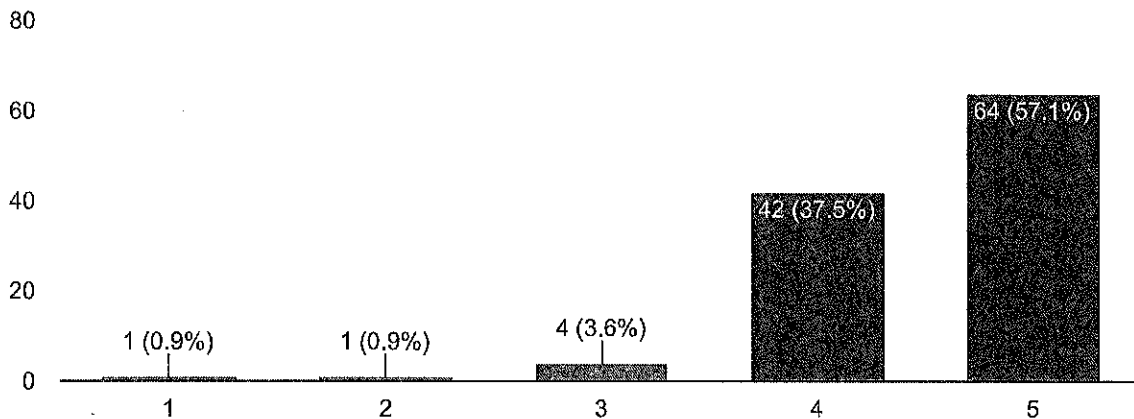
114 responses



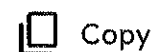
Quality of Materials

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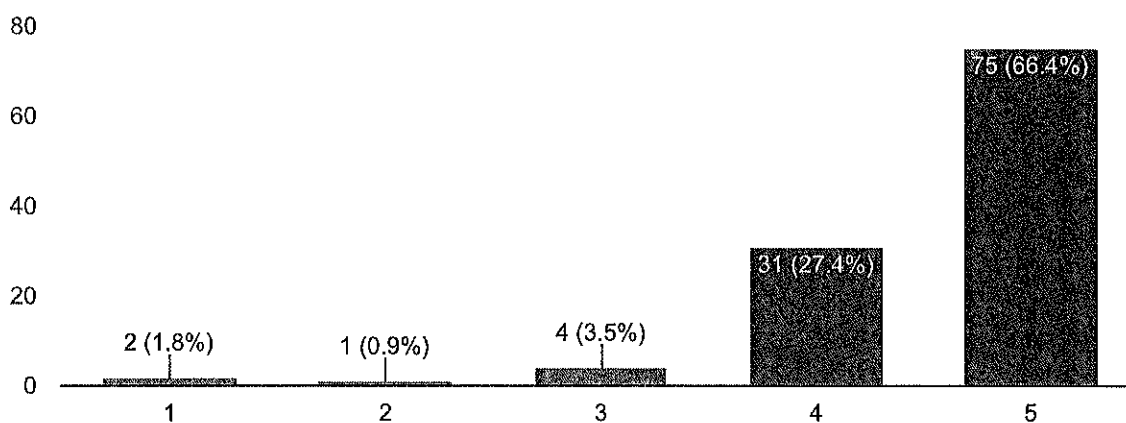
112 responses



Ability to Find Materials Easily



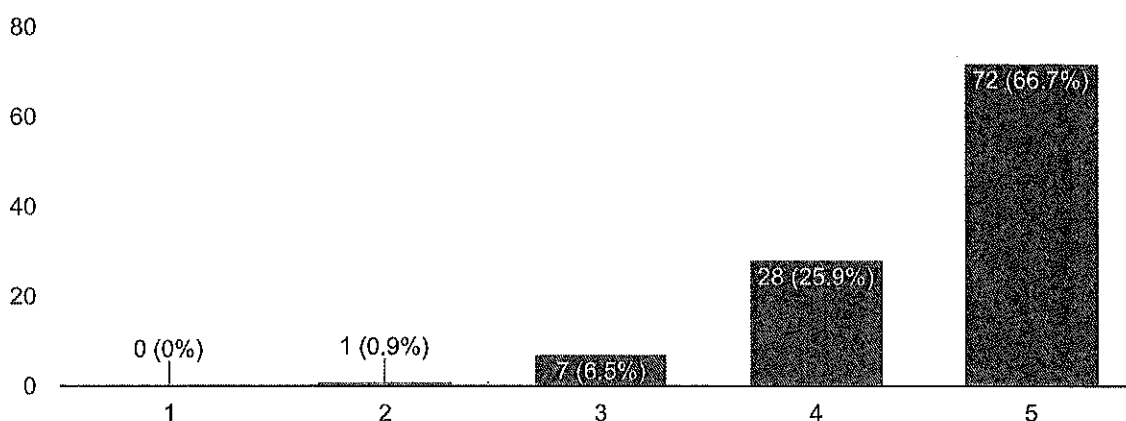
113 responses



Programs



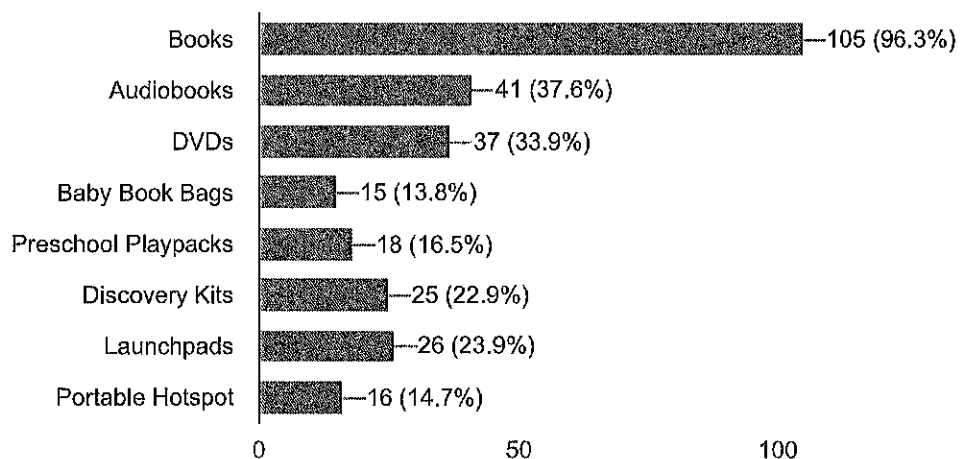
108 responses



In the past year I have checked out the following materials:



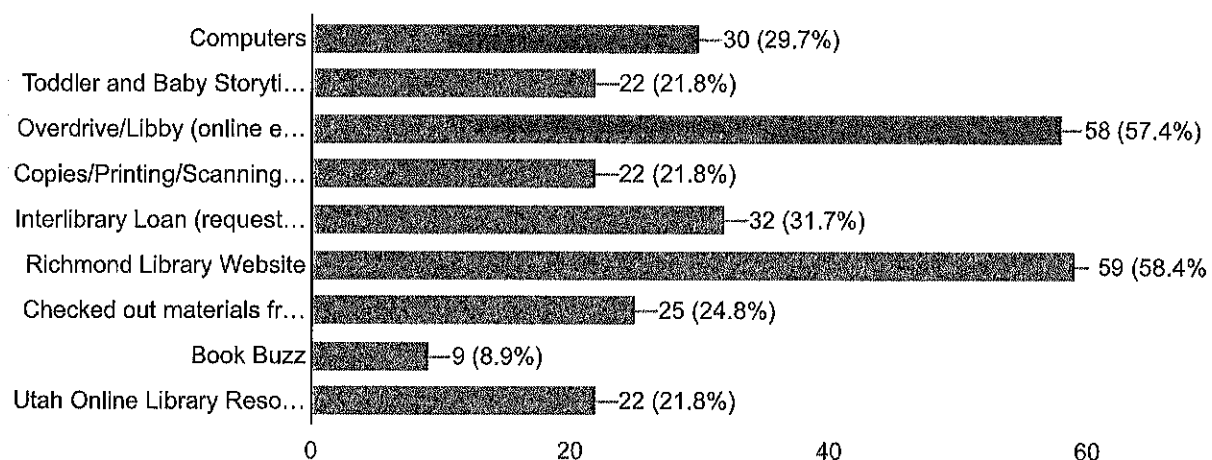
109 responses



In the past year, I have used the following services:

 Copy

101 responses



What additional materials or services would you like to see the library offer?

15 responses

more presentations: hiking, water conservation, financial help/education,

The only thing would be additional books.

Separate room for study

More Science Fiction. That's a personal preference though haha.

Home delivery for old people who can't climb stairs anymore

Handicap/wheelchair access.

More young adult books

More adult fiction

More grade school clubs

More mystery novels!

More classic children's books

More on Libby/Overdrive

None

Some activities geared toward the whole family in early evening. Our kids go to bed early so we weren't able to do some of the evening ones.

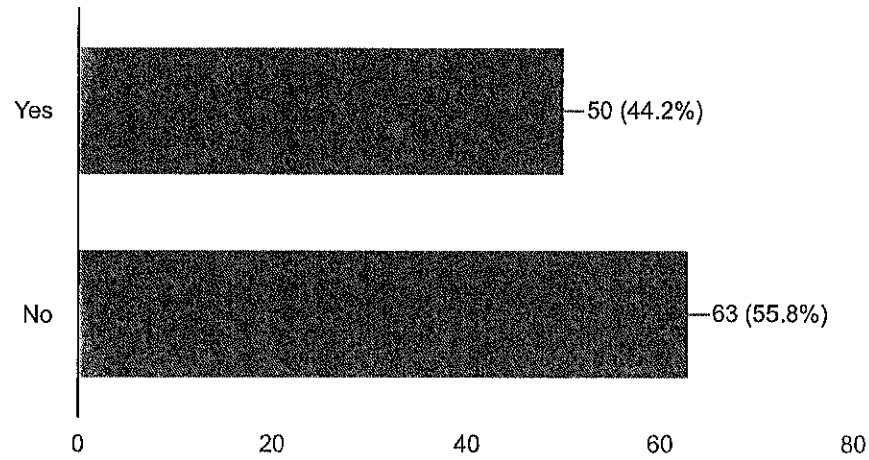
You folks are just the best. I have pretty eclectic taste in reading material, so it is not surprising that you don't carry all the titles I seek, but you have always been able to acquire them through the interlibrary loan. I cannot ask for anything more. Thank you!



Did anyone in your household participate in any of the Summer Reading Program activities?



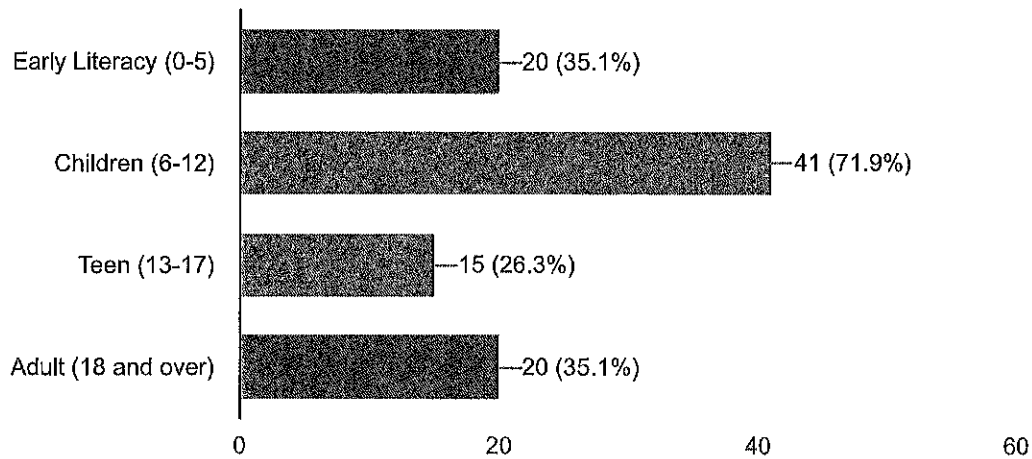
113 responses



If yes, which of the following age groups in your family participated?
Check all that apply.



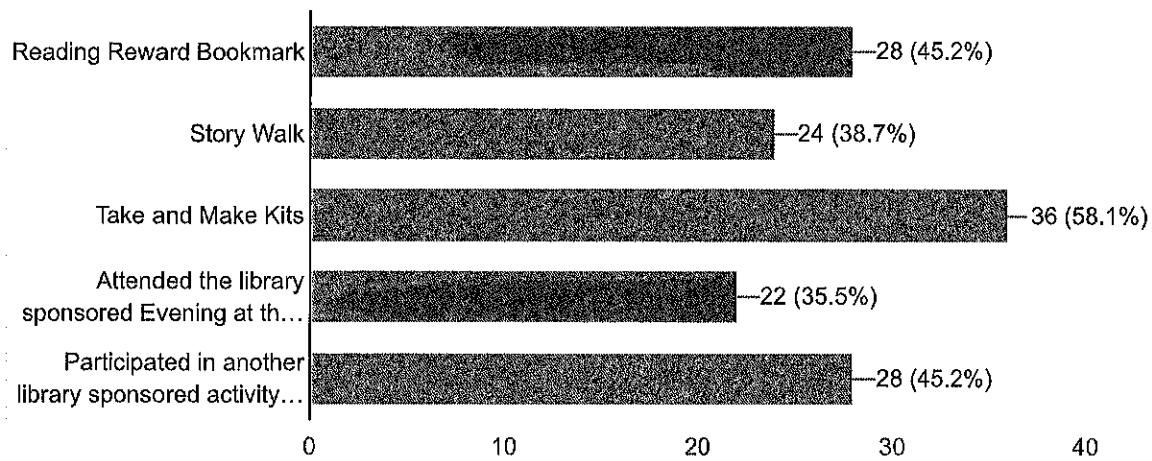
57 responses



In which of the following activities did your family participate (check all that apply)?



62 responses



How has the summer reading program affected your family?

34 responses

We love getting new books and growing our imagination

There were really fun activities to look forward to. Plus I was grateful for the reward for taking time to read.

Loved it!

We've loved it!

Didn't participate

We always enjoy having something to be involved in

It keeps my kids motivated to read!

The kids love it!

We love it! It is a great way to keep my kids reading during the summer. Thank you for all you do for our community!

It makes my kids excited to read.

It was fun to do together!

We read much more.

It was a great structured reading activity for summertime. My kids also loved riding their bikes to the library and getting take and ale kits. It was a great boredom buster on a long summer afternoon

Did not participate

Most years we do it and love it! We had several big health challenges this year that have kept us home, but we usually use and love the summer programs!

We loved having classes/activities to attend together this summer.

Helps keep reading fun, kids enjoy it!

It was great to get out of the house and go to an activity or two



It's always been a fun activity that we could count on, every summer.

Given us great activities that have been learning opportunities

It has given us more options to encourage literacy in our home when not in school.

Helped us enjoy books even more

We love the community interaction and accessibility

We ask our kids to spend time each reading books all summer long. I it is really awesome to have a resource for the kids to find new books to read all year long. The reading program gives them even more incentive to read.

Genuinely good, wholesome opportunities for growth and learning

I loved the take home kits. We just had a baby so that was something our kids could do to still participate

It helps remind my kids to read and to enjoy it! Thanks!

no

They love it, so fun

It's been fun!

It was a lot of fun, and it gave us a lot of things that we could look forward to, and learn from.

We were very grateful for it. The hike was wonderful. Wished the water park night was not during baseball season.

It is a wholesome program that encourages reading in a way that is not because my mom said I had to. It is a program that provides children with opportunities to discover how much fun reading can be!

My kids love it! They get so excited about doing the activities suggested and loved the take and make activities this year.

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Google Forms



Mission Statement

We strengthen the community by providing materials and resources in a place for everyone to connect, learn and grow.

Vision Statements

- Excel in customer service
- Anticipate and meet changing needs
- Provide robust and up-to-date services and collections
- Assure equitable access to the Library's resources and services

Our Community

Richmond is a rural community, located 15 miles north of Logan, Utah. The Richmond Public Library is a Carnegie Library, established in 1914, and serves a rural population of 2800. Two public schools are located within six blocks of the library: an elementary and middle school. Multiple K - 12 schools, a university, a technology college, and a business college are situated within fifteen miles of Richmond. The Richmond Library is an important service to Richmond residents and patrons from outlying communities in providing vital computer and internet services, library programs, and valuable printed, audio, video and digital materials.

The Richmond Library is a member of the Northern Cache Library Consortium, in partnership with Newton, Lewiston, and Smithfield public libraries. The Consortium provides a shared online catalog and gives all our patrons access to additional resources.

RICHMOND PUBLIC LIBRARY STRATEGIC PLAN 2022-2024

Goals	STAFF & BOARD (knowledge, skills, abilities)	COLLECTIONS (print, media, electronic resources)	FACILITIES (space, furniture, equipment)	TECHNOLOGY/ PROGRAMS (hardware, software, networks, connectivity)	PUBLIC RELATIONS (advertising, marketing)
Lifelong Learning	<ul style="list-style-type: none"> • Board will be trained yearly in their duties and responsibility • Director and staff will be provided opportunities to view training webinars and attend other conferences 	<ul style="list-style-type: none"> • Weed and update each area of the library • Improve our adult nonfiction collection & provide better signage • Evaluate which magazines to order with new display • Evaluate each year which library collection needs focused improvement and make improvements as needed • Incorporate non-traditional check-out materials 	<ul style="list-style-type: none"> • Continue to evaluate library spaces to allow library to be a third space for community • Evaluate the possibility of outdoor spaces such as a bench to sit and read. 	<ul style="list-style-type: none"> • Improve Summer Reading Program to provide more activities for all ages • Provide services for patrons from birth through adult Ex. Toddler & Baby Story Time, Preschool Story Time, Summer Reading Program, Adult, Teen & School age programming 	<ul style="list-style-type: none"> • Focus on an area each year and improve services. 2022: Collections & Teen Programs 2023: Programs • Advertise through flyers, newsletter, website, Facebook & Instagram
Better Serve Our Community	<ul style="list-style-type: none"> • Train staff to help patrons use library services (Libby, Google, computers, etc.) • Listen to patron questions and requests and record to improve services 	<ul style="list-style-type: none"> • Gradually increase digital collections budget to provide a more robust digital collection. Focus on holds 	<ul style="list-style-type: none"> • Improve overall feel in the library through art and posters. • Display art from White Pine and North Cache 	<ul style="list-style-type: none"> • Continue to improve and update the website 	<ul style="list-style-type: none"> • Bi-annual book sale • Collaborate with local elementary and middle schools, preschools, Lion's club, etc.

<p>Library Moving Forward</p>	<ul style="list-style-type: none"> • Visit other libraries for ideas of building design, layout, programs, etc. 	<ul style="list-style-type: none"> • Write grants to provide funding to improve collections, programming & facilities • Do an inventory every 3 years (last completed 2020) • Request an increase in materials budget to keep up with inflation 	<ul style="list-style-type: none"> • All changes and purchases made will keep in mind the possibility of moving locations • Evaluate building yearly and make any needed repairs and improvements 	<ul style="list-style-type: none"> • Evaluate current technology and plan for the future. • Computers will be replaced on a rotation schedule of two computers each year, or as needed. • Explore and evaluate new technologies, such as iPads. 	<ul style="list-style-type: none"> • Use formal and informal surveys to get community input • Collect anecdotal information about the library's impact in the community
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